

CITY COUNCIL OF THE CITY OF ANNAPOLIS

RESOLUTION NO. R-33-05

Introduced by Mayor Moyer

Recommended by Civil Service Board

LEGISLATIVE HISTORY

First Reader:	Public Hearing:	Fiscal Impact Note:	120 Day Rule:
9/12/05			n/a

Referred to:	Meeting Date:	Action Taken:
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A RESOLUTION concerning

Creating and Reclassifying Positions in Transportation and Public Works

FOR the purpose of creating the new position of Transportation Grants/Parking Coordinator in the Department of Transportation; reclassifying the Assistant Water Plant Superintendent in the Department of Public Works; and all matters relating to said job descriptions, pay grades and reclassifications.

WHEREAS, Section 3.12.020 of the Annapolis City Code provides that the City Council shall adopt, by resolution, job descriptions and minimum qualifications after consideration of the recommendations of the Civil Service Board; and

WHEREAS, the Annapolis City Council received the Minutes of the Civil Service Board dated July 15, 2005, which recommends the approval to utilize the vacant slot of Account Clerk III in the Department of Transportation to create the new position of Transportation Grants/Parking Coordinator; and

WHEREAS, the Annapolis City Council received the Minutes of the Civil Service Board dated August 26, 2005, which recommends the approval of the reclassification of the Assistant Water Plant Superintendent in the Department of Public Works from grade A13 to grade A14; and

WHEREAS, pursuant to Resolution R-26-95 adopted on May 22, 1995, the City Council adopted the official Job Description Manual providing specifications for each position of employment with the City, which manual was revised

1 pursuant to the Hendricks Study adopted by the City Council on June 11,
2 2001; and
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4 **WHEREAS,** it is necessary to incorporate into the current Job Description Manual a job
5 description for any new positions adopted by the City Council, including the
6 job descriptions referred to above.
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8 **NOW, THEREFORE, BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the
9 vacant position of Account Clerk III, in Transportation will be replaced with the new position
10 of Transportation Grants/Parking Coordinator, grade 15, in the Department of
11 Transportation, a copy of which is attached, is hereby adopted and included as part of the
12 current Job Description Manual for the City of Annapolis;
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15 **NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY**
16 **COUNCIL** that the reclassification of the Assistant Water Plant Superintendent in the
17 Department of Public Works from grade A13 to grade A14, a copy of which is attached, is
18 hereby adopted and included as part of the current Job Description Manual for the City of
19 Annapolis;
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21 **ADOPTED** this 10th day of October, 2005.
22

23
24 **ATTEST:**

25 **THE ANNAPOLIS CITY COUNCIL**

26
27 _____
28 Deborah Heinbuch, MMC
29 City Clerk
30

27 **BY:** _____
28 **ELLEN O. MOYER, MAYOR**